

PROCUREMENT POLICY BOARD

1151 Punchbowl Street
Conference Room 410
Honolulu, Hawaii 96813

Regular Meeting
August 21, 2008
1:00 pm

AGENDA

- I. Call to Order.
- II. Approval of Minutes – Meeting of July 17, 2008.
- III. Procurement Policy Board's Request to the State Procurement Office for a Compliance Review based on materials provided to the PPB on the Hawaii State Public Library System procurements.
- IV. Procurement Policy Board's Request to the State Procurement Office for a Compliance Review based on materials provided to the PPB on the Department of Business, Economic Development & Tourism procurements.
- V. Chair Torres' Request to address the board's monthly meetings and length of the meetings.
- VI. Request by Member Darryl Bardusch:
 - a) DCCA, Office of Administrative Hearings, Hearings Officer's Findings of Fact, Conclusions of Law, and Decision of August 7, 2008 regarding Election Systems & Software, Inc. vs. Office of Elections.
 - b) Add the following sentence at the end of current administrative rules 3-126-7(a) "If the chief procurement official or his designee has participated in the procurement being protested, then the protest must be forwarded to the State Procurement Official for resolution."
 - c) Add the following sentence as 3-126-37 (a)(6): "If a state or county employee knowingly and willfully lets a contract contrary to law, that employee may be personally liable for his or her actions."
 - d) Add the following sentence as 3-126-37(a)(7): "If a protest is sustained the protestor is entitled to recover the costs of bid or proposal preparation and attorney fees."
 - e) Add the following sentence as 3-126-38(b)(7): "If a protest is sustained the protestor is entitled to recover the costs of bid or proposal preparation and attorney fees."

- VII. Request by Member Russ Saito for the adoption of applicable small business size standards.
- VIII. Communications from the Small Business Utilization Council:
 - a) HAR Chapter 3-124, Small Business Preference Rules – Targeted Areas of Sectors for Set-Asides and/or Subcontracting;
 - b) HAR Chapter 3-124, Small Business Preference Rules – Geographic Areas for Set-Asides and/or Subcontracting; and
 - c) Modification of HAR Chapter 3-124-71(a)(5) “Non-voting Member – Administrator of the State Procurement Office” to “Voting Member – Administrator of the State Procurement Office”.
- IX. Announcements.
- X. Adjournment.

Available agenda items may be viewed at www.spo.hawaii.gov/procurement-policy-board-minutes-of-meeting. Individuals may present testimony on matters on the Procurement Policy Board’s agenda when the agenda item is being discussed by the Board. Individuals intending to testify should contact the State Procurement Office at (808) 587-4700 at least 48 hours before the scheduled meeting. Written testimonies will be accepted through e-mail at procurement.policy.board@hawaii.gov or faxed to (808) 587-4703 until 1:00 pm, August 19, 2008. Testimonies received after the August 19, 2008 deadline will be forwarded to the board after the August 21, 2008 meeting. Individuals submitting written testimony at the meeting and would like the written testimony distributed to the board at this meeting, are requested to provide 12 copies.

Individuals requiring special assistance or services may call (808) 587-4700 by 1:00 p.m., August 18, 2008 to discuss accommodation arrangements.